

JUL 18 '91 14:42 NAT'L CIVIC LEAGUE: 303/832-4005

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TO: Pam Goldstein
RE: S @Hovindata



M-E-M-O-R-A-N-D-U-M

TO: 1991 All-America City Award Contacts
FROM: Betsy Horsley, Director AAC Award Program
RE: Final agenda for Rose Garden Ceremony
DATE: July 18, 1991

Thank you all for working with me on the quick notice and the recent schedule change regarding the August 6th Rose Garden Ceremony at the White House with President Bush. The following is the agenda for the events in Washington, D.C.:

Monday, August 5th:

5:00pm - 8:00pm

Welcome Reception
Douglas Room, Second Floor
Willard Inter-Continental Hotel
1401 Pennsylvania Avenue
Washington, DC 20004

Tuesday, August 6th:

7:00am

Gather to leave for White House
Front lobby. Willard Inter. Hotel

7.15 am

Group departure from hotel

8:00am

Rose Garden AAC Presentation 5

9:00am

Return to basal

11:45am

Gather to leave for Russell Senate Office Building
Front lobby. Willard Inter. Hotel

13:00--

Congressional Luncheon

12:00pm

Russell Senate Office Building - 2009

Please note that the Rose Garden Ceremony is on Tuesday, August 6th and that the Congressional Luncheon is at 12:00pm in the Russell Senate Office Building, Room #325. Please be sure to get all necessary travel and biographical information to me by the end of the day tomorrow. All is confirmed, and I look forward to seeing you in Washington. Thanks again for all your help!